



City of Fairfax, Virginia

City Council Regular Meeting

Agenda Item # _____

City Council Meeting _____

TO: Honorable Mayor and Members of City Council

FROM: Robert Sisson, City Manager

SUBJECT: Consideration of an award of contract to John Milner Associates, Inc. in the amount not to exceed \$352,318.00 for design services for Blenheim.

SUMMARY: The design phase is a key step toward converting the Blenheim property into a public historic site. Design is needed for house preservation and rehabilitation, landscaping and site planning, infrastructure including vehicle access and parking, ADA compliance, and architectural design for a new interpretive center building. The recommended consultant team consists of John Milner Associates, Inc. (JMA), with the following subconsultants: Glave & Holmes Associates for interpretive center architecture; Patton Harris Rust & Associates for civil engineering, site design, and surveying; McMullan & Associates for structural engineering; Girard Engineering PC for M/E/P and fire protection systems; and Riggs Ward Design for exhibition/interpretive design. JMA will administer the contract from its Alexandria office. A summary of the JMA interview presentation and draft contract are attached.

FISCAL IMPACT: The \$352,318.00 will come from the adopted CIP budget of \$1,250,000 for Blenheim in FY03-04.

ALT. COURSE OF ACTION: Take no action at this time.

RECOMMENDATION: Recommend approval of an award of contract to John Milner Associates, Inc. for an amount not to exceed \$352,318.00 for design and related services for Blenheim.

RESPONSIBLE STAFF/POC: Dr. Christopher Martin, Historic Resources Director.

COORDINATION: Public Works, Community Development & Planning, Finance, Code Administration, Historic Fairfax City, Inc.

ATTACHMENTS: Staff Memo, draft contract, "Historic Blenheim Interview" presentation summary by JMA.

Memo

To: Mayor and Council
Through: Robert L. Sisson, City Manager
From: Dr. Chris Martin, Director of Historic Resources
CC: Selection Committee Members; Hildie Carney, President, Historic Fairfax City Inc.
Date: October 21, 2003
Re: Selection Committee Recommendation for Blenheim Design Consultant

The City of Fairfax advertised a request for qualifications for the Blenheim design phase and received ten submissions for consideration. A Selection Committee was formed including members from several City departments (Public Works, Finance, Historic Resources) plus two members from Historic Fairfax City, Inc. (HFCI), the City's advisory board on historic matters. The Selection Committee recommends John Milner Associates, Inc. (JMA), for the project. JMA specializes in historic preservation projects and has extensive experience in similar projects. The proposed team of subconsultants covers a broad range of design issues, ranging from landscape design to fire protection systems and exhibition design. Glave & Holmes Associates, an award-winning architecture firm, is the team member that will execute design of the new interpretive center. The recommended team is also aware of the planned opening of the site during the 2005 bicentennial year, and has the capacity and resources to meet this goal. In addition, the JMA team has committed to execute the design within the budget established in the Blenheim master plan (produced by JMA), figured at 10 percent of the construction cost. The estimated amount (derived from the master plan) available for construction is \$2,398,182. The contract also includes amounts for archaeology and geotechnical investigation included in the master plan but not considered "construction," which the selected firm can do (JMA has previously done archaeology at Blenheim), plus optional additional site inspection of 18 hours per week (6 hours per week is included in basic services) for a construction period estimated at ten months. It is possible the entire allowance for optional site inspection will not be used. A breakdown of the contract award amount is as follows:

Design Fee (10% of construction)	\$239,818	
Archaeology allowance		40,000
Geotechnical investigation	2,000	
Optional site inspection at \$7,050 per month/10 mos.	<u>70,500</u>	
Total contract award not to exceed:	\$352,318	

SAMPLE MOTION

I move that the City Council authorize the City Manager to execute, on behalf of the City of Fairfax, an Agreement/Contract not to exceed \$352,318.00 with John Milner Associates, Inc., including any amendments thereto, provided that the Agreement and amendments are acceptable to the City Manager and approved by the City attorney.